

CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.

Mr. Julian F. Cannon
Chief Disbursing Officer
Division of Disbursement
Treasury Department
Washington 25, D.C.

Dear Mr. Cannon:

Thank you for your letter of 12 August 1958 in which you approved the cash authorizations for Miss [redacted] and Mrs. [redacted] which we requested in our letter of 31 July 1958.

We acknowledge that in the informal discussion to which you referred we agreed that the originals of Standard Form No. 1166 would be retained by the Assistant Disbursing Officer pending replenishment of the fund. We proposed in our written submission, however, subject to your review, that the originals of SF 1166 would be forwarded currently to the Agency in order to simplify Agency procedures. We intended in this connection that on a request basis for audit purposes the originals of the SF 1166's could be made available by the Agency at the Office of the Assistant Disbursing Officer.

After giving further consideration to the proposed procedure in the light of your comments, however, we have concluded to amend it in accordance with your preference, and provide that the originals of SF 1166 be retained by the Assistant Disbursing Officer pending replenishment of the fund. A copy of the procedure so revised is attached.

Very truly yours,

[redacted]
E. R. SAUNDERS
Comptroller

Attachment:

1 - [redacted] (4 Sept 58)

Distribution:

Orig. & 1 - Addressee

1 - Signer

1 - [redacted]

1 - Fiscal Div ✓

1 - [redacted]
1 - [redacted]
1 - [redacted]
1 - [redacted]

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